

*If you are using a printed copy of this procedure, and not the on-screen version, then you **MUST** make sure the dates at the bottom of the printed copy and the on-screen version match. The on-screen version of the Collider-Accelerator Department Procedure is the Official Version. Hard copies of all signed, official, C-A Operating Procedures are kept on file in the C-A ESHQ Training Office, Bldg. 911A.*

C-A OPERATIONS PROCEDURES MANUAL

ATTACHMENT

2.19.a Checklist for Response to Water "Make-Up" Alarms

C-A OPM Procedures in which this Attachment is used.		
2.19		

Hand Processed Changes

<u>HPC No.</u>	<u>Date</u>	<u>Page Nos.</u>	<u>Initials</u>
_____	_____	_____	_____
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Approved: _____
 Collider-Accelerator Department Chairman _____ Date _____

L. Vogt

“Checklist for Response to Water "Make-Up" Alarms”

The purpose of this checklist is to provide MCR Operators, CAS Technicians, and Water Systems Group personnel with a set of guidelines to follow in the event of a "make-up" alarm for systems listed in [C-A-OPM 2.19](#).

System Name: _____

Date: _____

Operator: _____

(Put an “x” in the applicable box)

1. Determine reason for “make-up”.

- a) Check to see if any maintenance is being conducted by the Mechanical Service Group or the Water Systems Group.

☐ No maintenance being conducted.

☐ Maintenance being conducted, (explain below).

Explain: _____

- b) Check level trend on the “Water System P.C.” for a downward slope.

☐ No downward slope found.

☐ Downward slope found.

☐ Not Available.

- c) Check “make-up” display on “Water System P.C.” for previous shift “make-up”. If “make-up” is observed, call in a technician from the Water Systems Group Call-In List.

☐ No previous “make-up” found.

☐ Previous shift “make-up” found.

☐ Not Available.

- d) Log “make-up” below in gallons.

Gallons of “make-up” from the “Water Systems P.C.”: _____

- e) Check cooling system for leaks.

☐ No leaks found.

☐ Leaks found, (log location and type of leak below).

Leak Location: _____

Description/Source of Leak _____

1.If leak is found, follow [C-A-OPM ATT 10.1.d “Operator Response to Water Spills”](#).

- f) Disposition of Water:

☐ Water leaked to ground and ESHQ Division Head notified.

☐ Water collected and sent to Water Group.

☐ Water barricaded and allowed to dry up.

☐ Water held in sump/secondary containment.

☐ Water "make-up" corresponds to known evaporation rate for this cooling system.

☐ Disposition unknown and ESHQ Division Head notified.

☐ Other:

(Explain) _____

(CONTINUED ON OTHER SIDE)

- g) Reset the “make-up” alarm on the “Water Systems P.C.”.
 - ☐ “Make-up” alarm reset.
 - ☐ No reset required, or not applicable.
- h) Forward completed checklist to the Water Systems Group Supervisor.
 - ☐ List sent to Supervisor.